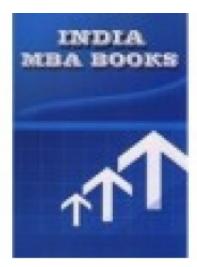
# Training and Development



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Training and Development

UNIT I

Training - concept and rationale, training system and processes, trends in training, KSA'S-Types; Aligning training with strategy; Role of stakeholders in training programme; Training needs assessment - organizational analysis, operational analysis, person analysis.

Learning Theories: Reinforcement theory, Social learning theory, Goal theory, Need theory, Expectancy theory Adult learning theory and Information processing theory. Learning process, Particles influencing the learning process, Particles Islaming styles; Considerations in designing effective training programs - Selecting and preparing the training site, choosing trainers.

Training Methods: Presentation methods - Lecture and Audio visual techniques, Hends on methods o.UT. simulations, case studies, business games, role plays, Rehavdour modelling; Group building methods: Adventure learning, team building, action learning: Evaluation of training - need for evaluation, criteria and approaches; return on investment in training.

Special issues in training and employee development. Training issues resulting from the external environment Legal issues, cross cultural preparation, managing work force diversity, school-to-work transition; internal ne

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